



PARKS AND RECREATION COMMISSION
Minutes of Regular Meeting of May 2, 2018
City Council Chambers, One Twin Pines Lane, Belmont, CA

CALL TO ORDER: 7:01 PM.

ROLL CALL

Commissioners Present: Block, Bortoli, Foehr, Fox, Hosmer, Mittelstadt, Michaels

Commissioners Absent: Cotten and Raddavero

Staff Present: Parks and Recreation Director Shearer, Interim Parks and Recreation Director Schwartz, Administrative Assistant Clark

PLEDGE OF ALLEGIANCE

Led by Chair Foehr

COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS

Commissioner Mittelstadt welcomed Brigitte Shearer, the new Parks and Recreation Director.

Commissioner Michaels shared that the library hosted a well-attended community forum on building a new maker space. Commissioner Block recommended library events and announced Belmont is looking for a new Poet Laureate.

Commissioner Block suggested signage about ticks at Water Dog Lake.

There were no objections to Commissioner Bortoli's request to move item 6H after item 6B.

CONSENT CALENDAR

April 4, 2018 Draft Minutes

ACTION: On a motion by Commissioner Bortoli, seconded by Commissioner Foehr, the minutes were unanimously approved.

ITEMS OF BUSINESS

Presentation: Bike Route Through Twin Pines Park

Public Works Project Manager Brian Dong introduced the project and lead consultant Atul Patel of TJKM Transportation and Engineers Jeff Peterson and Seth Warren of Wilsey Ham. Dong provided history on the project, which stemmed from the Ralston Corridor Study. Patel then presented the Pedestrian and Bicycle Master Plan and changes that have occurred. Warren shared the initial bike route design, which connected Ralston at South Road to the parking lot. Design problems included: eighteen tree removals and the impact of grading. The current design begins where the Ralston bike path ends and follows the existing pedestrian path about 200 feet, then diverts north onto a separate, class one bike path ending in the parking lot. The existing path would be regraded to meet ADA standards and could be straightened to aid visibility. Design benefits include: keeping bicyclists mostly

separate, reducing grading and tree removals, and providing a more natural, pleasant pathway through the trees.

Commissioners shared the following questions and comments.

- Commissioners Block and Bortoli suggested keeping the bike and pedestrian paths separate; alternately, the shared portion of the path could be widened to enhance safety. Commissioner Hosmer noted bicyclists already use the existing path, but Dong said there is no existing data on pedestrian-bicyclists incidents. Director Shearer asked about rerouting the pedestrian path for the shared portion and Dong said a feasibility study would be needed.
- Commissioner Michaels suggested clear signage and sidewalk markings where the bike path meets pedestrian traffic.
- Warren clarified the bike path would be two-way. Commissioners Michaels and Bortoli were concerned about westbound riders getting onto the correct side of Ralston in the current design.
- Commissioner Michaels asked if there would be a barrier for kids running up from the playground and Buckeye Picnic Area. Warren said there would be a fence, possibly just on the downhill side. Commissioner Mittelstadt recommended a natural-looking fence.
- Commissioner Michaels asked if the path could continue along the north side of the parking lot. Interim Director Schwartz suggested the south side to keep bikes on the correct side.
- Commissioner Michaels suggested installing bike racks to accommodate increased usage.
- Dong clarified the bike path would be constructed early next year due to grant funding; the Twin Pines Master Plan would then need to incorporate the path.
- Commissioners Foehr and Fox would like the original design if it impacted fewer trees. Commissioner Hosmer preferred the current design because it preserves trees.
- Commissioner Mittelstadt summarized feedback as: the commission is leaning toward the new design, but would prefer the path meet Ralston further east, or at least widen the shared portion. Parking lot modifications could enhance the eastern end, but Commissioners want to avoid making the lot narrower. Commissioner Fox added they want to know the size/type of trees to be removed with the current design.
- Interim Director Schwartz thanked the presenters for the last-minute changes and Dong confirmed this was an introductory presentation and they will return with a revised plan.

Cancellation of a Summer Meeting

ACTION: On a motion by Commissioner Fox, seconded by Commissioner Foehr, the commission unanimously approved moving the July meeting to the 18th and cancelling the August meeting.

Bike Track

Commissioner Block distributed the Bike Pump Evaluation and reported that the ad hoc committee visited and ranked the fourteen proposed sites. The best contenders were the three Sports Complex locations, the end of Carlmont Drive, and near the water tanks at Hallmark Park. The Oracle lot at the Sports Complex could have the added benefit of incorporating a path connecting the Bay Trail to the pedestrian bridge. The end of Carlmont Drive would have parking issues, but is near a trail system.

The Commission provided the following feedback.

- Commissioner Foehr clarified the pump track could be temporary, if needed and said the end of Carlmont Drive would be the most centrally located, or the Sports Complex playground picnic tables could be removed to accommodate a small track.

- Commissioner Foehr said the Sports Complex would be good for its proximity to bike paths and sports fields. Commissioner Bortoli also liked that it offered plenty of parking and didn't border neighbors. Commissioner Hosmer supported a partnership with Oracle, but he and Commissioner Mittelstadt expressed concerns based on history, so Director Shearer offered to research feasibility.
- Commissioner Hosmer said only half of the ropes course is on City land; it could also have accessibility and maintenance issues.
- Commissioner Mittelstadt asked commissioners to try to visit all of the best contenders before the September meeting.

Commission Calendar

Interim Director Schwartz confirmed another presentation on the proposed bike path through Twin Pines Park would be scheduled for the June meeting.

In response to Commissioner Michaels' inquiry, Director Shearer said no public comments have been received on eBikes. Commissioner Foehr said the commission would revisit this in six months.

Parks and Recreation Commission Priorities

Director Shearer shared that the Barrett shade structure should be installed by May 11th and the Sports Complex polls are up, but the netting was delayed until May 25th. Eleven proposals were received for the Twin Pines Park Master Plan; they will be reviewed next week.

In response to Commissioner Mittelstadt's inquiry, Director Shearer shared a status update on O'Donnell Park. John Cahalan was the architect selected and approved by City Council for the September/October construction including playground equipment and the underlying surface. The community is currently being surveyed on park use/preferences through neighborhood associations; so far, 45 responses have been received. There will also be a public meeting—date to be determined.

Art Commission Recommendation to the City Council

Interim Director Schwartz reported that the commission's recommendation to City Council was approved. City Council's place making committee is working on the Utility Box Art Project. Once submissions are received, the Commission will be asked to help with design and location selection.

Commissioner Mittelstadt asked why the art installed in front of the 76 station was not run by the Commission first. Interim Director Schwartz said since it was made, installation was allowed, but it has been clarified that the appropriate department head must approve future projects in advance.

Commissioner Fox suggested inviting Belmont Connects back to the commission to present their plans for the year. Interim Director Schwartz suggested inviting all artists to meet with the art committee, then reporting to the full commission with an overview.

Liaison and Park Assignments

Commissioner Mittelstadt explained liaison and park assignments and reminded commissioners to contact staff with issues rather than waiting for a meeting. After discussion, Commissioner Mittelstadt announced Commissioner Hosmer would take former Commissioner Fine's assignments and the rest would stay the same.

Winter/Spring Recreation Program Recap

New Recreation Supervisor Michael Moran shared his background and three handouts: a summer flyer, a Camp SOAR/Counselor in Training brochure, and a summary of winter/spring program statistics. The flyer was emailed to about 500 people who attended summer programs last year.

Commission questions/feedback included:

- Commissioner Foehr confirmed Ralston Youth Sports Fees are collected through the department's registration system, but the revenue is theirs.
- Commissioner Foehr confirmed participation numbers for the Teen Center were totals; Commissioner Michaels encouraged staff to collect data on unique and repeat users as well.
- Commissioner Michaels noted one third of those registered for the Get Hooked on Fishing class showed up and suggested an email reminder. Moran said was done for the next class.
- Commissioner Michaels requested evening youth programs for working parents. Instructors could be offered incentives such as subsidies to cover low enrollment or City marketing.
- In response to Commissioner Bortoli, Moran explained adult class revenue was low because the season is still in progress. Commissioner Mittelstadt asked if more marketing is needed for adult classes given lower participation numbers compared to youth classes. Moran shared that many adult programs are not reflected due to free or drop-in registration.
- Commissioner Michaels clarified revenue reflected in the report is gross, not net.
- In response to Commissioner Hosmer, Moran explained marketing is usually done through Nextdoor, Facebook, and Instagram, with increased use of ACTIVE Net emails.
- In response to Commissioner Fox, Moran said there are currently about 350 Camp SOAR enrollments, with more every week. Last year there were just below 700 in the end.

OTHER BUSINESS / UPDATES

Department Reports

Director Shearer asked how many commissioners are California Parks and Recreation Society (CPRS) members; Administrative Assistant Clark will find out and update memberships as needed. Shearer announced on May 4th, a group of volunteer artists will paint the Meadow stage and picnic tables. Park Maintenance Worker David DiBella moved to Reno after having his son. HR is finding a temp for the summer and will recruit a permanent replacement in the fall. There is now new flooring in the back room of the Manor as well.

Interim Director Schwartz said Davy Glen Park is stable; repair is needed to smooth out the synthetic turf and the park will be monitored over the next few months. Poet Laureate Tanu Wakefield's term expired May 1st and new applicants will be evaluated shortly. Schwartz thanked Belmont Connects for working with about 50 residents to paint the wooden fish now installed at the library playground.

Questions & Comments

Commissioner Micheals suggested a June kickoff event for evening off leash dog hours at Barrett.

The Commission thanked Interim Director Schwartz for his service, as this is his last meeting.

ADJOURNMENT: 9:37 PM.

Brigitte Shearer
Parks and Recreation Director